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Office Memorandum • UNITED STATES GOVERNMENT

TO : Deputy Director of Training (General)
FROM : Chief, Orientation and Briefing Division
SUBJECT: Report for Week 8-14 January 1953

DATE: 15 January 1953

I. INDOCTRINATION

1) On Monday, 12 January, a total of 60 persons attended the Indoctrination Program. This was composed of 59 new people and 1 who has been in the Agency for quite some time. This was [] who was formerly with Personnel and who is now assigned to [] staff in OTR.

2) Though we received security clearance on Mr. Charles T. Skow, Jr. (from the Office of the Director of the Executive Staff, Department of State), giving him the green light to attend the Indoctrination Course, Mr. Skow was ill on that day and asked that he be allowed to come to a program at a later date.

3) We have been notified officially by the Security Office that no new personnel are scheduled for Monday, 19 January. This was done on the theory that the 19th (the day prior to Inauguration) would be a holiday. However, since comparatively few new personnel will be expected during the next week, the decision should not throw too much of a burden on our program for Monday, 26 January.

II. ORIENTATION

1) In addition to those reported last week as agreeing to participate, we have assurance from [] for the Scientific Panel; from [] for the Soviet Intelligence System; and on a tentative basis from [] for Current Intelligence. In addition, four key slots are being worked upon by the Director of Training. We hope to have the program ready to go to press by Wednesday, 28 January. This, of course, means that all commitments should be made prior to that date so that the necessary biographical and other material can be obtained and put in order.

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25 YEAR RE-REVIEW

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2) Spoke to [] of ONE about the possibility of our securing the services of Henry Cabot Lodge to cover "The Current World Picture." [] was pleased at the prospect of our obtaining such an outstanding personage and also was most cooperative in his statement that he would be quite content to remain on a standby basis to come on our program in the event we could not get such a person as Mr. Lodge.

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III. SPECIAL

1) On Monday, 12 January, attended a special protocol luncheon at the Officers' Club of the Naval Air Station with Captain S. B. Frankel and his staff from the Naval Intelligence School. This was followed by a presentation at the School which was tailored specifically to meet the needs of the naval officers by being formulated on the podium in response to their inquiries.

2) In keeping with the approval of the Director of Training, made final arrangements for the trip to Alabama to address the Command and Staff School of the Air University. This presentation is set for Friday, 6 February 1953.

3) Because of weather conditions, the program for The Armored School at Fort Knox was postponed until tomorrow, 16 January.

IV. PRESENTATIONS

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Continued to work with [] and [] on the substance and format of their presentations for 21 January and 4 February respectively.

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Chief, Orientation and Briefing Division

SM/lgb

lcc: Chief, Plans and Policy Staff, OTR

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